



Southwest

Fire Program Analysis Committee

SOUTHWEST COORDINATING GROUP MEMBERS:

US Department of the Interior

Bureau of Indian Affairs Navajo Region Southwest Region Western Region

Bureau of Land Management Arizona

New Mexico

Fish and Wildlife Service Southwest Region

National Park Service Intermountain Region

US Department of Agriculture

Forest Service Southwestern Region

State Agencies

Arizona State Forestry Division New Mexico State Forestry

Annual Operating Plan for the 2012 FPA Analysis Cycle

May 2012

Southwest Fire Program Analysis Committee

Annual Operating Plan

for the 2012 Fire Program Analysis Planning Cycle

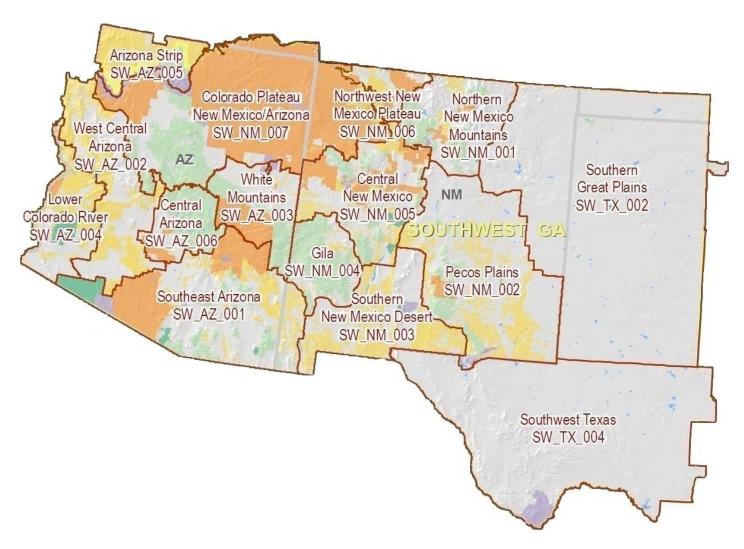


Figure 1: Map of Southwest FPUs for the 2012 Analysis Cycle

Southwest Fire Program Analysis Committee

Annual Operating Plan for the 2012 Fire Program Analysis Planning Cycle

Purpose

This Annual Operating Plan (AOP) tiers to the *Southwest Area Fire Planning Committee Charter*, and it pertains to interagency Fire Program Analysis (FPA) activities in the Southwest Geographic Area. The primary purpose of the AOP is to specify the Southwest Fire Program Analysis Committee's (SW FPAC) current composition, members, and responsibilities. It also describes the current configuration of the Southwest Fire Planning Units (FPUs), the interagency planning compartments comprised of field-level units and the lands they manage within the Southwest Geographic Area.

Authority

The SW FPAC serves under the authority of the Southwest Coordinating Group. Members of the SW FPAC are presumed to have the authority to represent their employing agency and office. The SW FPAC and its members will consult regularly with the Coordinating Group and their respective agency managers and line officers to ensure good, interagency stewardship of the FPA process and its related activities.

Effective Period, Updates, and Amendments

The AOP is effective as of its date of signature by the Southwest Coordinating Group Chair.

Although entitled an "annual" plan, each successive AOP pertains to a particular FPA analysis cycle, which typically spans more than one year. This AOP corresponds to the FPA analysis cycle that commenced with FPU-level activities in November 2011 and will culminate with the submission of FPU analyses on or before April 1, 2012.

Minimally, the SW FPAC will review and update the AOP as each new FPA analysis cycle commences. Otherwise, it may be amended as needed with the concurrence of a majority of SW FPAC voting members and approval of the Southwest Coordinating Group Chair.

Roles and Relationships

The goal of the SW FPAC is to provide fair and consistent guidance, monitoring, coordination, and assistance to the Southwest's FPUs in the implementation of FPA. The SW FPAC also strives to convey the needs and concerns of Southwest stakeholders at all levels as it provides a linkage between the FPUs, other Geographic Areas (GAs), and the national FPA groups.

By design, the FPUs are interagency, comprised of multiple local land management units within a defined geographic extent. To provide the necessary level of oversight and interagency support for the FPUs, the SW FPAC is primarily comprised of representatives from those local units' next higher level of administrative offices – that is, the various agencies' state and regional offices.

Every FPU is expected to appoint an FPU Lead, a member of the local planning team who will serve as the FPU's point of contact for external communications. Similarly, every GA is expected to designate a GA Lead to serve as the GA's point of contact for communications with the national FPA groups and the FPACs (or equivalent groups) for other GAs. For the Southwest, the Chair of the SW FPAC functions as our GA Lead.

The Southwest FPUs are encouraged to notify the SW FPAC when they have problems, issues, or recommendations regarding FPA. As always, agency-specific issues concerning FPA should be directed to the SW FPAC member who represents the state or regional office for the affected local unit. To provide interagency support, every Southwest FPU is assigned one of the members of the SW FPAC as a liaison. These liaisons are intended to provide a conduit for general communications and to ensure the SW FPAC members maintain an appropriate level of familiarity with the various FPUs and their issues. Typically, the SW FPAC liaisons will coordinate mid-cycle and close-out reviews and provide other specific support as needed for their respectively-assigned FPUs. To the extent possible, the liaison also will assist in resolving conflicts and mitigating problems that arise between FPU partner units and their representatives; however, the SW FPAC and its members lack line authority to force any actions on behalf of the local-level units.

To facilitate communication between the overseeing body and this subordinate committee, a member of the Southwest Coordinating Group is designated as the liaison to the SW FPAC.

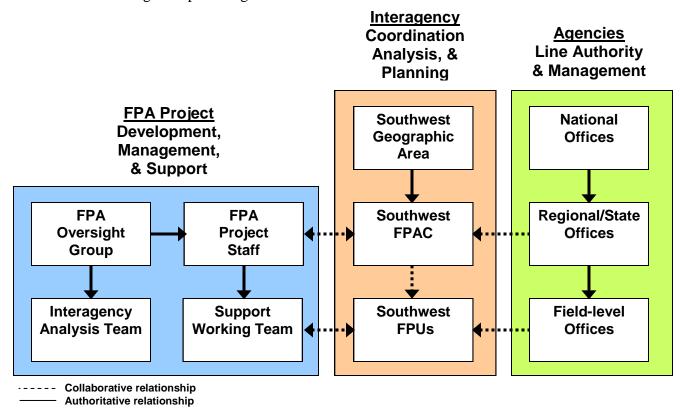


Figure 2: Relationships

Southwest Units

The interagency fire planning efforts relating to FPA involve local-level land management units that have wildland fire and fuels management responsibilities, workload, funding, and resources. Table 1 lists the constituent agencies and their subordinate units that comprise the federal and state fire management organizations affiliated with the Southwest FPUs.

Level	Dept	Agency	Region	Local-level Units in Southwest FPUs
	Agriculture	United States Forest Service	Southwest Region (Region 3)	Apache-Sitgreaves NFs, Carson NF, Cibola NF, Coconino NF, Coronado NF, Gila NF, Kaibab NF, Lincoln NF, Prescott NF, Santa Fe NF, Tonto NF
	Interior	Bureau of Indian Affairs -	Navajo Region	Navajo Agency
			Southwest Region	Jicarilla Agency, Laguna Agency, Mescalero Agency, Northern Pueblos Agency, Santa Clara Pueblo, Taos Pueblo, Ramah Agency, Southern Pueblos Agency, Zuni Agency
			Western Region	Colorado River Agency, Fort Apache Agency, Fort Yuma Agency, Hopi Agency, Pima Agency, San Carlos Agency, Salt River Agency, Tohono O'Odham Nation, Truxton Cañon
		Bureau of Land Management	Arizona	Arizona Strip District, Phoenix District, Gila District (Field Offices: Safford, Tucson), Colorado River District (Field Offices: Kingman, Lake Havasu, Yuma)
Federal			New Mexico	Albuquerque District (Field Offices: Rio Puerco, Socorro), Amarillo Field Office, Pecos District (Field Offices: Carlsbad, Roswell), Farmington District (Field Offices: Farmington, Taos), Las Cruces District
		Fish and Wildlife Service	Southwest Region (Region 2)	Billi Williams NWR, Bitter Laker NWR, Bosque Del Apache NWR, Buenos Aires NWR, Buffalo Lake NWR, Cabeza Prieta NWR, Cibola NWR, Havasu NWR, Imperial NWR, Kofa NWR, Las Vegas NWR, Maxwell NWR, Muleshoe/Grulla NWRs, San Andres NWR, San Bernardino NWR, Sevilleta NWR
		National Park Service	Intermountain Region	Amistad NRA, Aztec NM, Bandelier NM, Big Bend NP, Canyon De Chelly NM, Capulin Volcano NM, Carlsbad CAverns NP, Casa Grande Ruins NM, Chaco Culture NHP, Chamizal National Memorial, Chiricahua NM, Fort Bowie NHS, Coronado Natinal Memorial, El Malpais NM, El Morro NM, Fort Davis NHS, Fort Union NM, Gila Cliff Dwellings NM, Grand Canyon NP, Guadalupe Mountains NP, Hubbell Trading Post NHS, Lake Meredith NRA, Montezuma Castle NM, Tuzigoot NM, Navajo NM, Organ Pipe Cactus NM, Pecos NHP, Petrified Forest NP, Petroglyph NM, Saguaro NP, Salinas Pueblo Missions NM, Tonto NM, Tumacacori NHP, White Sands NM, Wupatki/Sunset Crater Volcano/Walnut Canyon NM
Level	State	Department	Division/Bureau	Administrative Units in Southwest FPUs
	Arizona		State Forestry Division	Phoenix District, Flagstaff District, Tucson District
State	New Mexico	Energy, Minerals and Natural Resources Department	State Forestry Division	Chama District, Cimarron District, Socorro District, Las Vegas District, Capitan District, Bernalillo District

Table 1 – Southwest Agencies and Units

SW FPAC Membership

With regard to its core membership, the SW FPAC is comprised of representatives from each federal agency. Typically, the SW FPAC members are wildland fire planning specialists from the state or regional office level for federal agencies. While each state/region and division/bureau is entitled to have a representative on the SW FPAC, they may opt to have their interests represented by another SW FPAC member if that member is agreeable to such an arrangement.

Additional members may be added to the SW FPAC with the majority concurrence of the voting members (see below). For example, the Bureau of Land Management of Arizona has two individuals on staff, all of whom have key roles in supporting FPA activities. Accordingly, both individuals have been granted membership on the SW FPAC. Also, the liaison from the Southwest Coordinating Group is recognized as a member. Other advisors and subject matter experts may be temporarily assigned to the SW FPAC, as needed, without necessarily bestowing formal membership.

The SW FPAC members for the 2012 FPA analysis cycle are listed in Table 2. It also includes the members' contact information and FPU liaison assignments.

SW FPAC Voting Rights and Procedures

While formal votes are rarely needed or used by the SW FPAC, voting privileges are assigned to certain members with the goal of fairly distributing the decision-making authority between the agencies actively participating in FPA-related business in the Southwest. Because participation in FPA is required for the federal land management agencies, each federal state or regional office represented on the SW FPAC is entitled to one vote. For the 2012 analysis cycle, the state organizations have opted not to fully participate in FPA, so their representatives currently are considered non-voting members. Table 2 shows which SW FPAC members have voting privileges.

If a voting member of the SW FPAC is unable to attend a meeting where a vote will be made, he/she may assign his voting privilege by proxy to any other member who will attend the meeting and is willing to accept the responsibility. Both the SW FPAC Chair and the proxy recipient must be notified in advance of the meeting if such arrangements are to be made.

Voting issues shall be identified in advance of meetings to encourage attendance by the voting members. Only voting members or their designated proxies will be permitted to vote. A quorum of 5 voting members must be present (directly or by proxy) for a vote to proceed. The vote is carried by the majority. The tabulation of votes cast and resulting decisions will be recorded in the meeting notes.

SW FPAC Officers

Prior to each new FPA analysis cycle, the SW FPAC voting members will appoint (or re-affirm) one member to serve as Chair and another as Vice-Chair. These officers' terms shall, minimally, correspond to the analysis cycle, including any close-out business following the completion and submission of the FPU analyses. For the 2012 analysis cycle, the officers' terms are expected to be fulfilled in May 2012.

Upon completion of their initial term, the officers and SW FPAC voting members will decide whether to extend the term for an additional analysis cycle. Historically, the SW FPAC officers have served two successive terms; however, this is not an expectation for the current or future officers.

At the end of the Chair's term or if the Chair position becomes vacant, the Vice-Chair will ascend to the Chair position and the voting members will elect a new Vice-Chair. To fairly distribute the workload and ensure balanced representation among the agencies, the selection of successive Vice-Chairs generally shall be based on the following agency rotation: USFS, FWS, BLM (AZ), NPS, BIA, State (if a voting member), BLM (NM). If circumstances warrant, there may be a change in the rotation if agreed to by voting members; however, members from the same agency should not occupy both officer positions simultaneously.

Harold Riggs, the representative for US Forest Service who served as Chair for the 2011 cycle, will serve one additional term as Chair for the 2012 analysis cycle.

Ryan Whiteaker, the FWS Southwest Regional Representative, served as Vice-Chair for the preceding analysis cycle and is intended to ascend to the Chair position for the 2013 analysis cycle. The SW FPAC and the US Forest Service Southwestern Region Representative agreed to switch the rotation for the 2011 and 2012 cycle due to vacancies and simultaneous terms of Chair duties for the NPS Intermountain Region Representative to another geographic area. When Ryan ascends for the 2013 analysis, a Vice-Chair will be appointed in due time.

Duties of the Chair

The Chair's responsibilities minimally include:

- Leading the SW FPAC to ensure that consistent guidance, monitoring, and assistance are provided throughout the Southwest FPUs.
- Serving as the Southwest GA Lead, that is, the SW FPAC's representative to the national FPA groups, acting as the focal point for exchange of information between the two groups. The Chair is responsible attending the regularly GA Lead conference calls and other meetings requiring representation to the national FPA groups. The Chair will distribute relevant information received from the national FPA group to the SW FPAC members and Southwest FPU Leads. Conversely, the Chair is responsible for consolidating information and feedback from Southwest stakeholders and passing it to the national FPA groups.
- Scheduling, organizing, and facilitating periodic informational conference calls with the SW FPAC.
 Typically, the SW FPAC conference calls occur monthly, in the afternoon following the monthly GA
 Lead conference call on Thursday.
- As needed, scheduling, organizing, and facilitating conference calls, meetings, workshops, and reviews with the Southwest FPUs.
- As needed, providing briefings and other SW FPAC input (e.g. program updates, issues, and recommendations) to the Southwest Coordinating Group. Typically, the SW FPAC is expected to provide a briefing for the Coordinating Group's semi-annual (spring, fall) meetings.
- Maintaining the documents relating to the SW FPAC. The Chair will distribute the documents as
 needed to ensure the SW FPAC members have opportunity to review and comment. The Chair will
 maintain an archive of all documents issued by the SW FPAC and transfer this archive to his/her
 successor. These documents include:
 - o Notes from conference calls, meetings, and workshops
 - o Briefing papers and other information prepared for the Southwest Coordinating Group
 - o Guidance developed by the SW FPAC for the Southwest FPUs
 - o Reviews of the Southwest FPU submissions
 - o SW FPAC Charter
 - o SW FPAC AOP (this document)

Duties of the Vice-Chair

The role of the Vice-Chair is intended to develop and prepare that member to ascend into the Chair position. While the Chair may delegate specific duties to the Vice-Chair, the Vice-Chair primarily serves as backup for the Chair and will assume those duties if the Chair in unavailable.

	Role Organization			FPU Liaison Assignments			
Role			(Note: Blue font indicates voting members) Name Title Office Contact Info				
State/Regional Planners	USFS	Region 3	Harold Riggs Chair, GA Lead	Regional Fire Planner	US Forest Service Southwestern Regional Office (Albuquerque, NM)	505-842-3894 hriggs@fs.fed.us	Southeast AZ Gila
	0313		Ginger Brudevold- Black	Assistant Dir Budget & Planning	US Forest Service Southwestern Regional Office (Albuquerque, NM)	505-842-3352 gbrudevold@fs.fed.us	N/A
	BIA	Southwest, Western, Navajo Regions	Steve Larrabee	Multi-Region Fire Planning Lead	Bureau of Indian Affairs National Interagency Fire Center (Boise ID)	208-387-5586 steven.larrabee@bia.gov	White Mountains Central AZ Colorado Plateau
	BLM	Arizona	Vacant	State Office Fire Planning Lead	Bureau of Land Management Arizona State Office (Phoenix, AZ)		Arizona Strip West Central AZ
		Arizona	Mark Pater	Gila District Office Fire Ecologist	Bureau of Land Management Gila District Office (Safford, AZ)	928-348-4416 mpater@blm.gov	N/A
		New Mexico	John Selkirk	State Office Fire Planning Lead	Bureau of Land Management New Mexico State Office (Santa Fe, NM)	505-954-2192 jselkirk@blm.gov	Northern NM Mtns Central NM Northwest NM Plateau
	NPS	Intermountain Region	Jesse Duhnkrack	Regional Fire Planning Lead	National Park Service Intermountain Regional Office (Denver CO)	303-969-2678 jesse_duhnkrack@nps.gov	Southern Great Plains Southwest TX
	FWS	Region 2	Ryan Whiteaker	Regional Fire Planning Lead	Fish and Wildlife Service Southwest Region (Albuquerque, NM)	575-373-9254 ryan_whiteaker@fws.gov	Lower Colorado River Pecos Southern NM Deserts
Advisors & Liaisons	States	Arizona	David Geyer	State Preparedness/Planner	Arizona State Forestry Division (Phoenix, AZ)	602-771-1409 davidgeyer@azsf.gov	_
		New Mexico	Donald Griego	State Fire Management Officer	New Mexico State Forestry (Santa Fe, NM)	505-476-3349 donald.griego@state.nm.us	
	Fire Program Analysis Support Working Team		Joe Bruner	SWT POC for SW, Fire Planner	US Forest Service Cibola NF (Albuquerque, NM)	505-346-3875 jbruner@fs.fed.us	
Advi	Southwest Coordinating Group		Bill Van Bruggen	SW CG member & liaison, Deputy Fire Director	US Forest Service Southwestern Regional Office (Albuquerque, NM)	505-842-3206 bvanbruggen@fs.fed.us	

Table 2 – Southwest FPAC Membership for the 2012 Analysis Cycle

Southwest FPUs

For the 2012 FPA analysis cycle, the Southwest's lands and units are divided into 15 FPUs, as shown in Figure 1. With the exception of a few minor adjustments, mostly to resolve errors and omissions, these FPUs remain unchanged since the first iteration of FPA in 2004.

Table 3 lists the Southwest FPUs by their descriptive name and identifier code. It also shows the FPU Leads that have been designated for the 2012 analysis cycle, as well as the SW FPAC liaisons who have been assigned to assist specific FPUs.

FPU Name	FPU Identifier	FPU Lead	Contact Info	SW FPAC Liaison	SWT Member
			928-475-2326		
Southeast Arizona	SW AZ 001	Dan Pitterle	dpitterle@forestry.scat-nsn.gov	Harold Riggs	Laura Barrett
			928-718-3709		
West Central Arizona	SW AZ 002	Bill Boyett	wboyett@blm.gov	AZ BLM	Anne Birkholz
			928-333-6316		
White Mountains	SW AZ 003	Dana Bagnoli	dbagnoli@fs.fed.us	Steve Larrabee	Anne Birkholz
			928-782-1202		
Lower Colorado River	SW AZ 004	Ron Morrison	ronald.morrison@bia.gov	Ryan Whiteaker	Ryan Elliott
			928-643-8101		
Arizona Strip	SW AZ 005	Ed Hiatt	erhiatt@fs.fed.us	AZ BLM	Brad Gillespie
			602-225-5356		
Central Arizona	SW AZ 006	Bill Hart	wrhart@fs.fed.us	Steve Larrabee	Joe Bruner
			505-758-6342		
Northern New Mexico Mountain	s SW NM 001	Steve Miranda	smiranda@fs.fed.us	John Selkirk	Kelley Melott
			575-434-7244		
Pecos	SW NM 002	Abie Carabajal	acarabajal@fs.fed.us	Ryan Whiteaker	Cary Newman
			575-525-4467		
Southern New Mexico Deserts	SW NM 003	Ricky Cox	rcox@blm.gov	Ryan Whiteaker	Josh O'Connor
			575-388-8311		
Gila	SW NM 004	Leroy Holguin	lholguin@fs.fed.us	Harold Riggs	Joe Bruner
			505-761-8769		
Central New Mexico	SW NM 005	Todd Richards	t3richar@blm.gov	John Selkirk	Joe Bruner
			575-759-3963		
Northwest New Mexico Plateau	SW NM 006	Carl Romnes	carl.romnes@bia.gov	John Selkirk	Joe Bruner
			928-635-8340		
Colorado Plateau AZ/NM	SW NM 007	Art Gonzales	aagonzales@fs.fed.us	Steve Larrabee	Anne Birkholz
			806-865-3360 x429		
Southern Great Plains	SW TX 002	Steve Fisher	steve_fisher@nps.gov	Jesse Duhnkrack	Joe Bruner
			432-837-7056		
Southwest Texas	SW TX 004	Richard Gatewood	richard_gatewood@nps.gov	Jesse Duhnkrack	Ryan Elliott
			432-477-2397		
Southwest Texas	SW TX 004	Ed Waldron	ed_waldron@nps.gov	Jesse Duhnkrack	Ryan Elliott

Table 3 – Southwest Fire Planning Units for the 2012 Analysis Cycle

FPA Support Working Team

For the 2012 analysis cycle, the FPA Oversight Group seeks to reduce the workload on the FPUs while improving the consistency and quality of the FPUs' inputs and submissions. To achieve these objectives, the national FPA Project staff recruited several expert FPA users to create the Support Working Team (SWT). Every FPU has been assigned a SWT member, who will work with the FPU Lead to review the previous FPU submission and make any necessary changes and adjustments. The SWT members assigned to Southwest FPUs are shown in Table 4.

To focus communications and coordinate SWT efforts, each Geographic Area has been assigned one SWT member as its primary Point of Contact. The POC for the Southwest for the 2012 analysis cycle is Joe Bruner, who also works in the Southwest as the fire planner for the FS Cibola National Forest. Given the pivotal role of the SWT for the 2012 analysis cycle, Joe will work closely with the SW FPAC to coordinate and monitor the planning effort.

SWT Member	Contact Info	FPU Assignments
Brad Gillespie	(406) 758-5320 bgillespie@fs.fed.us	Arizona Strip (SW_AZ_005)
Anne Birkholz	(559) 565-3704 Anne_Birkholz@nps.gov	West Central Arizona (SW_AZ_002) White Mountains (SW_AZ_003) Colorado Plateau (SW_NM_007)
Cary Newman	(970) 385-1388 cnewman01@fs.fed.us	Pecos (SW_NM_002)
Joe Bruner (SWT SW POC)	(505) 346-3875 jbruner@fs.fed.us	NW New Mexico Plateau (SW_NM_006) Southern Great Plains (SW_TX_002) Central Arizona (SW_AZ_006) Gila (SW_NM_004) Central New Mexico (SW_NM_005)
Kelley Melott	(970) 295-5946 kmelott@fs.fed.us	Northern New Mexico Mountains (SW_NM_001)
Josh O'Connor	(404) 679-4192 josh_oconnor@fws.gov	Southern New Mexico Deserts (SW_NM_003)
Laura Barrett	(208) 983-7015 lbarrett@fs.fed.us	Southeast Arizona (SW_AZ_001)
Ryan Elliott	(775) 885-6167 R1Elliot@blm.gov	Southwest Texas (SW_TX_004) Lower Colorado River (SW_AZ_004)

Table 4 – Support Working Team Members and Assignments, (as of 11/3/2011)

Interagency Guidance, Tasks, and Timeline

As with previous efforts, interagency guidance has been issued for the 2012 FPA analysis cycle to establish the basic parameters and schedule. The Federal Fire Policy Council issued a memo entitled "Fiscal Year 2012 Fire Program Analysis Status, Direction, and Timelines", which included an attachment, the "Fire Planning Unit (FPU) Engagement Plan for the 2012 Fire Program Analysis (FPA)". Each of the federal land management agencies distributed these documents under its own cover memo to its state or regional offices, who presumably forwarded them to their local level units. In addition, the SW FPAC Chair distributed the interagency guidance documents to the Southwest FPU Leads. Copies of the interagency guidance and agency cover memos are included in Appendix A.

The 2012 analysis cycle formally commenced on November 3, 2011, when the on-line FPA application was made available to general users and the FPUs' previously-submitted analyses and inputs were migrated to serve as the starting point for the 2012 analysis. The FPU analyses are scheduled for final submission on or before April 1, 2012.

In addition to providing general coordination and assistance, the SW FPAC will participate in two rounds of reviews for each Southwest FPU. The first series of reviews will occur after the assigned SWT member, working in collaboration with the FPU Lead, has sufficiently adjusted the inputs to attain calibration. The second series of reviews will be done before the FPU analyses are finalized and submitted.

Figure 3 lists key dates and tasks identified in the 2012 Engagement Plan.

FPA 2012 Analysis - Timeline and Tasks					
	Spring	SWT: Team assembled, begin working on high-level reviews, begin developing calibration process - Preliminary assignments to FPUs - Preliminary calibration efforts for some FPUs			
2011	Late October - Early November	SWT: Brief GA Leads & partners - Joe Bruner, SWT POC for Sw, briefed the SW FPAC on Oct-28			
7(November 3	Commence 2012 Planning cycle for FPUs - FPA application ready for use			
	Early November - Mid November	FPAC & SWT: Engage the FPUs - Kickoff efforts: conference calls, webinars, etc - Initial consultations between SWT members and their assigned FPUs			
2011-12	Mid November - Mid January	SWT & FPUs: Work on data review and calibration - Finalize calibrations by Jan-31			
	Late January	FPAC, SWT, FPUs: Conduct post-calibration reviews			
	February	SWT & FPUs: Analyze and evaluate - Review/adjust options (resources, activities, treatments) - Review/adjust alternatives (preparedness/prevention, fuels) - Complete analysis & prepare draft submission by Feb-29			
12	Early March	FPAC, SWT, FPUs: Review of draft submissions			
2012	Late March	SWT & FPUs: Finalize analysis for submission - Enact recommendations from reviews			
	April 1	End 2012 Planning cycle for FPUs - Due date for submitting FPU analysis			
	April - May	IAT: Perform Goal Programming - Develop budget messages for FY2014 request by May-15			
	June	FPA completes transition to O&M phase			

Figure 3: Tasks and Timeline for 2012 Analysis Cycle

Approval

The signature of the Southwest Coordinating Group Chair below signifies approval of this AOP.

Leon W. Ben, Jr.	May 9, 2012
Chair, Southwest Coordinating Group	Date

Appendix A

Interagency Guidance and Agency Cover Memos for the 2012 FPA Analysis Cycle